

DEPARTMENT OF SOCIAL SERVICES

744 P Street, Sacramento, CA 95814



February 25, 1987

ALL COUNTY INFORMATION NOTICE NO. 1-13-87

TO: ALL COUNTY WELFARE DIRECTORS

SUBJECT: CLIENT ACCESS TO COUNTY HANDBOOKS

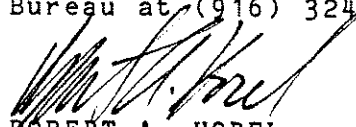
REFERENCE: ACIN I-94-86, Dated October 20, 1986

We have recently been asked to comment upon public access to county handbooks. These are generally county instructions to staff explaining internal procedures and explanations of state and county rules. It is the opinion of this department that such handbooks are not exempt from public disclosure and must be available for inspection by the public under the Public Records Act (Government Code 6250 et seq.).

It appears that while inspection of the handbooks is free, requestors of copies may be charged the cost of copying.

Any questions regarding the Public Records Act should be directed to the appropriate County Counsel.

If there are other questions regarding this notice, you may contact Dennis Ragasa of the AFDC and Food Stamp Policy Implementation Bureau at (916) 324-2658.

  
ROBERT A. HOREL  
Deputy Director

cc: CWDA